

**Facility Safety Inspection**  
**Fire & Life Safety / Environmental Health**  
**Before & After School Center - Non-School Location**

Provider's Name:

City:

Provider Number:

Inspector:

Date of Inspection:

Time of Inspection:

- | Yes                            | No                       | NA                       |   |
|--------------------------------|--------------------------|--------------------------|---|
| <b>A. FIRE AND LIFE SAFETY</b> |                          |                          |   |
| <input type="checkbox"/>       | <input type="checkbox"/> |                          | 1. Are written emergency evacuation plans posted? 67:42:14:28   |
| <input type="checkbox"/>       | <input type="checkbox"/> |                          | 2. Does the main level have at least two remote exits that discharge directly to the outside? 61:15:06:05<br>NOTE: These main exits cannot pass through a kitchen.  |
| <input type="checkbox"/>       | <input type="checkbox"/> |                          | 3. In Licensed Programs Caring for 20 or Less Children - Is an interconnected fire alarm system installed in the building wiring and operable? 61:15:06:08<br>NOTE: If one alarm goes off, they all go off.   |
| <input type="checkbox"/>       | <input type="checkbox"/> |                          | 4. Licensed Programs Caring for 20 or Less Children - Is an interconnected smoke detection system installed to meet coverage requirements? 61:15:06:08<br>NOTE: Detectors are to be located in all stairwells, corridors, sleeping rooms, and activity rooms.   |
| <input type="checkbox"/>       | <input type="checkbox"/> | <input type="checkbox"/> | 5. Licensed Programs Caring for 20 or Less Children - If children are cared for on a story above the main level, are there 2 exits out from that upper story? 61:15:06:05<br>NOTE: One exit must lead directly to the outside of the building, one can be an interior stairway leading down to main level of building.  |
| <input type="checkbox"/>       | <input type="checkbox"/> | <input type="checkbox"/> | 6. Licensed Programs Caring for 20 or Less Children - If children are cared for in a story below the main level, are there 2 exits out from the basement? 61:15:06:05<br>NOTE: One must discharge directly to the outside. One can be interior stairway leading up to the main level of the building, or an exterior stairway up to ground level if vertical travel is less than 8 feet up to ground level. |
| <input type="checkbox"/>       | <input type="checkbox"/> | <input type="checkbox"/> | 7. Are exit signs provided over each exit, and where necessary to identify a change in the direction of egress travel? 61:15:06:05<br>NOTE: Exit signs must be interior or exterior illuminated or self-luminous.   |
| <input type="checkbox"/>       | <input type="checkbox"/> |                          | 8. Are exits and exit corridors maintained in a safe manner? 61:15:06:05<br>NOTE: Exits can't pass through storeroom, bathroom, kitchen; corridor & aisle widths of 36 inches; exits cannot be obstructed.  |
| <input type="checkbox"/>       | <input type="checkbox"/> | <input type="checkbox"/> | 9. In storage rooms, are combustible materials maintained at least 2 feet below the ceiling or 18 inches below sprinkler head deflectors? 67:42:14:28   |
| <input type="checkbox"/>       | <input type="checkbox"/> |                          | 10. Is electrical system being used properly? 61:15:01<br>NOTE: Check for overloads or frayed extension cords.  |

- 11. If commercial cooking equipment is installed, is an automatic hood suppression system installed for the protection of deep fat fryers, griddles, upright broilers, char-broilers, range tops, and grills with setup? Has the system been inspected every 6 months? 61:15:01
- 12. Are portable fire extinguishers charged and operable? 61:15:06:09  
NOTE: Minimum 2A rated on each level. No more than 75 feet travel distance to an extinguisher. Sn extinguisher is located near food preparation area.
- 13. If portable heaters are used - are they provided with noncombustible partitions, screens, or other means to protect children from hot surfaces and open flames? If solid partitions are used, do they allow for adequate airflow and ventilation? 61:15:06:12 NOTE: Unvented fuel-fired room heaters are not permitted.
- 14. NEW PROGRAMS: Are all requirements identified in the floor plan review letter issued by the Fire Marshall's Office completed? Does facility layout match the approved floor plan? 67:42:14:28

Yes No NA **B. ENVIRONMENTAL HEALTH**

- 15. Are all areas of the building neat and free of litter and rubbish? 67:42:11:40
- 16. Does the construction of walls, ceilings, doors, windows and skylights appear clean and in good repair? Does outside appearance and construction appear in good repair? 67:42:11:39
- 17. If carpeting is used, is it maintained in good repair? 67:42:11:38
- 18. Does inside play area appear to allow for 25 square feet per child? 67:42:11:02.01
- 19. Is each child provided individual space for personal items? 67:42:11:02.01
- 20. Are children's hands washed before and after meals, and after using the restroom? 67:42:11:33
- 21. Are there separate toilet facilities for males and females? 67:42:11:06
- 22. Are toilet rooms and fixtures clean and in good repair? 67:42:11:06
- 23. Is there at least 1 toilet and 1 hand-sink in the restrooms for every 15 children? 67:42:11:06
- 24. Is there a supply of hand soap and single use towels or an air dryer provided in each bathroom facility? 67:42:11:33
- 25. Is there a supply of toilet tissue at each toilet at all times? 67:42:11:06
- 26. Is each bathroom provided with natural or mechanical ventilation? 67:42:11:06
- 27. Is hot and cold water at children's hand washing sinks supplied through a mixing faucet? 67:42:11:06

- 28. Is the water temperature at children's hand washing sinks maintained at 120 degrees or below? 67:42:11:09
- 29. Is the water source from a public water system or approved system? 67:42:11:09
- 30. If program uses a private water system, does the provider have written documentation it has been tested for bacteria and nitrate levels and found to be safe for consumption? 67:42:11:09
- 31. To prevent entrance of insects, are all outside openings protected by tight-fitting, self-closing doors, a closed window, screening, controlled air currents, or other means? Are they maintained in good repair? 67:42:11:36
- 32. Are effective measures taken to minimize presence of rodents, flies, cockroaches and other insects? 67:42:11:36
- 33. Are inside and outside waste receptacles durable, easy to clean, and insect/rodent proof? 67:42:11:34
- 34. Is the heating and cooling system maintained and inspected annually? 67:42:11:12
- 35. Is the temperature of the facility such that meets the needs of children in care? 67:42:11:12
- 36. If electric fans are used, do they have guards that prevent access by children? 67:42:11:12
- 37. Is there a barrier prohibiting children from entering the kitchen during food preparation? 67:42:11:15.01
- 38. If there are wall openings, platforms, decks, etc. that are more than 30" above ground, are they provided with a railing that prevents children from falling through or becoming entrapped? 67:42:11:14
- 39. Are soiled clothing & linens kept in closed containers or hampers? 67:42:11:41
- 40. Are dining tables sanitized before & after each meal with a solution of one ounce household bleach to two gallons of water? 67:42:11:07
- 41. Are cleaning supplies kept inaccessible to children? 67:42:11:40
- 42. Is there an operating telephone at the facility? 67:42:16:18
- 43. Is smoking prohibited in the day care? SDCL 34-46-14
- 44. If facility has pets, are wild and dangerous animals inaccessible to children? 67:42:11:44
- 45. Do pets appear in good health (no sign of disease); are pets friendly; are pet immunizations with yearly exams documented? 67:42:11:44

- 46. Is pet food supply inaccessible to children? 67:42:11:44
- 47. Are pet living quarters kept clean, litter boxes inaccessible to children, and litter disposed of properly? 67:42:11:44
- 48. Is playground equipment properly installed and maintained in good repair? Are sandboxes free from animal excrement and do they permit drainage? 67:42:11:02
- 49. Are swimming pools, that are not emptied after each use, fenced on all 4 sides? 67:42:11:02  
NOTE: A wall of the facility is not considered a side of the fence, if the wall has a door access to the pool.
- 50. Is the fence around the pool at least 5 feet high? 67:42:11:02
- 51. Do all exits from the pool have self-closing, latching gates that are locked when children are in care? 67:42:11:02
- 52. NEW PROGRAMS: Are all requirements identified in the floor plan review letter issued by the Department of Health completed? Does facility layout match the approved floor plan? 67:42:14:27

Yes No NA **C. FOOD SERVICE**

- 53. If sack lunches are prepared & supplied by child's parent, are they stored in the refrigerator, individual insulated bags or mini-coolers with ice pack until served? 67:42:11:16
- 54. For employees working with food handling, are they free of infection, contagious disease, boil or infected wound? 67:42:11:23
- 55. Do employees wash hands after use of restroom, changing a diaper, working with soiled clothing/linens, and before handling food? 67:42:11:33
- 56. Is hair restrained, is clothing clean and jewelry removed from hands or wrists, are fingernails clean and trimmed? 67:42:11:25
- 57. Is food free from spoilage or contamination and safe for human consumption? 67:42:11:16
- 58. Are fluid milk and milk products pasteurized, grade A quality; are dry milk and milk products made from pasteurized milk and milk products only used in food preparation; does the program only use pasteurized egg products or whole, intact-shelled eggs? 67:42:11:16
- 59. Is home-canned food prohibited from use? 67:42:11:16

- 60. Are food containers properly stored, such as a minimum of six inches above the floor in a manner that protects from contamination and permits easy cleaning of the area, not stored under exposed or unprotected sewer or water lines, except for automatic fire system sprinkler heads, and are not in toilet rooms or vestibules? 67:42:11:18
- 61. Are potentially hazardous foods requiring cooking, cooked to heat all parts of the food to a temperature of at least 140 degrees F and held at that temperature until served or immediately refrigerated at 41 degrees F or below? 67:42:11:16
- 62. Are frozen foods kept at a temperature of zero degrees or below? 67:42:11:16
- 63. Are foods, not requiring further washing or cooking before serving, stored to protect it from cross-contamination from food requiring additional washing or cooking? 67:42:11:18
- 64. Are potentially hazardous foods properly thawed, i.e. in refrigerated unit with temp not exceeding 41 degrees F, under potable running water with temp 70 degrees F or below, in uninterrupted cooking process in microwave oven, or as part of conventional cooking process? 67:42:11:16
- 65. Are raw fruits and vegetables thoroughly washed with potable water before being cooked or served? 67:42:11:20
- 66. Are potentially hazardous foods that have been cooked and refrigerated, reheated rapidly to 165 degrees F or higher throughout before being served, and warmers and hot food holding facilities are not used for this process? 67:42:11:16
- 67. Is food and tobacco used/consumed only in designated areas where there will not be contamination of food, equipment or utensils? 67:42:11:25
- 68. Is soiled tableware handled in a way that minimizes contamination of the hands? 67:42:11:25
- 69. In food prep & service areas, are light fixtures shielded? 67:42:11:16
- 70. In food prep area, is there a sink, with running water? 67:42:11:33
- 71. If a facility uses portable frying devices such as deep-fat frying pots, grills, electric griddles, etc., are they used with a ventilation hood to vent fumes? 67:42:11:08
- 72. Are food contact surfaces free of breaks, open seams, cracks, chips, pits and other similar imperfections, difficult-to-clean corners and crevices? 67:42:11:07
- 73. Is tableware washed, rinsed and sanitized after each use? 67:42:11:07
- 74. Is kitchenware and food contact surfaces of equipment washed, rinsed and sanitized after each use and following any interruption of operations? 67:42:11:07
- 75. Are single-service articles used only once? 67:42:11:07

- 76. Are all utensils/equipment stored at least six inches above the floor in a clean, dry, protected location, and not placed under exposed sewer or water lines except for fire protection sprinkler lines? 67:42:11:29
- 77. Is the cleaning of equipment/utensils completed by use of a commercial dishwasher, a home-style dishwasher, or a hand wash/rinse/sanitize method? 67:42:11:07
- 78. If a home-style dishwasher is used, does it have a hot water sanitizing cycle with water reaching 150 degrees F and the sanitizing cycle runs to completion without interruption? 67:42:11:07
- 79. If a 3-compartment sink is used for manual cleaning, are the compartments used for washing, rinsing and sanitizing? 67:42:11:07  
NOTE: Sanitize by immersing for 30 seconds in 170 F water or immerse for 60 seconds in 75 F water containing 1 ounce household bleach per 4 gallons of water.

Comments:

Provider found to be in full compliance: